

## **Carlisle School Committee**

### **Minutes**

January 22, 2020

Carlisle School Community Room, Carlisle Schools, 83 School Street, Carlisle, MA 01741  
7:30 AM

Present – School Committee: Christine Lear - Chair, David Model, Eva Mostoufi, Sara Wilson, Shannon May Lavery.

Present – School Administration: James O’Shea, Nancy Anderson, Assistant to the Superintendent.

#### **Meeting Documents:**

Proposed 2020-2021 Calendar	Policies: Teaching about Drugs, Alcohol and Tobacco	Student Transportation by Staff in Private Vehicles
Student Rights and Responsibilities	Student Discipline	Sexual Harassment
School Committee Ethics	Safety Program	Residency Policy
Policy on School Visits	No Idling Policy	Home Schooling Policy
Equal Educational Opportunities	Distribution of Information	Damage and Vandalism
Communicable Disease Policy	Buildings and Grounds Safety and Security	Athletic Concussion Policy
Administration Structure	Wellness Policy	Tobacco Products
Student Safety	Reporting of Child Abuse and Neglect	Policy Pertaining to a Qualified Individual with a Disability
Policy on School Attendance	Physical Restraint	Medication Administration
Kindergarten and Grade 1 Entrance	Health Policy Manual	Emergency Plans
Anti-Hazing	Anti-Bullying	

### **I. Call to Order**

Chair Christine Lear called the meeting to order at 7:36 a.m. Ms. Lear announced that the meeting is being recorded.

### **II. Public Comment Period**

Ms. Lear welcomed everyone to the meeting, and asked if any members of the public had comments. There were no comments.

### **III. Information/Discussion Items**

#### **A. Proposed 2020-2021 School Calendar**

School is proposed to start for Grades 1-8 the Wednesday before Labor Day weekend.

Currently the last day of school (with no snow days) is June 18, 2021. This year (2019-

2020) the School piloted an October conference day for Elementary with two report cards distributed in January and June and this practice will continue in the 2020-2021 year. There was discussion about why the October and December professional days were on Wednesdays following Early Release days. It was noted that Outdoor Ed takes place the Tuesday through Friday following Columbus Day and next year the trip should possibly take place the previous week, with the following week having the professional day and an early release day. The placement of the early release day in September was questioned as well. Mr. O'Shea explained that this day is used for teachers to talk about the new students in their grades with the students' teachers from the previous year. It was noted that the teachers wanted this transition meeting earlier in September. The School Committee asked the Calendar Committee to reconvene to consider the following changes:

Move the September 15 Early Release day to September 18

Move the October 21 Professional/Conference day to October 19

Move the December 16 Professional/Conference day to December 14

Move the March 31 Professional/Conference day to March 29

#### Policy Review

Each policy was reviewed. Minor changes were made to:

- Teaching about Drugs, Alcohol and Tobacco

- Student Discipline

- Residency Policy

- No Idling

- Distribution of information

- Communicable diseases

- Tobacco Products on School Premises

- Student Safety

- Policy Pertaining to a Qualified Individual with a Disability

- Physical Restraint

- Medication Administration

- Kindergarten and Grade 1 Entrance

- Emergency Plans

- Anti-Bullying

- Anti-Hazing Policy

A few policies will have name changes, the Health Policy Manual page will be deleted and format changes to all policies will be made as well.

These policies will be voted on as a group at the next School Committee meeting.

#### **IV. Adjourn Meeting**

Mr. Model made a motion to adjourn the meeting; Ms. Lavery seconded the motion. All members present voted in favor. The public meeting was adjourned at 9:07 a.m.

Respectfully submitted,

A handwritten signature in dark ink, reading "Nancy Anderson". The signature is written in a cursive, flowing style.

Nancy Anderson  
Assistant to the Superintendent